

**BIO K235: Microbiology, Spring 2017**  
**Three Rivers Community College, Norwich, CT**  
**Instructor: Sarah B. Selke, Ph.D.**  
**Office Hours (C214): Tuesdays 3:15 – 4:15pm, Wednesdays 10am - noon**  
**Phone: 860-215-9470**  
**Email: [SSelke@trcc.commnet.edu](mailto:SSelke@trcc.commnet.edu)**

**Required Textbook and Lab Manual:**

*Nester's Microbiology: A Human Perspective*, 8<sup>th</sup> edition. 2016. Anderson, Salm, Allen & Nester. Published by McGraw Hill. **Access to Connect, the textbook website, is also required.**

*Microbiology Experiments: A Health Science Perspective*, 8<sup>th</sup> edition. 2016. John Kleyn and Anna Oller. Published by McGraw Hill.

This course is a web-enhanced course, which means that some course materials are posted online. You will use Blackboard (BB) and Connect, the textbook website.

Blackboard can be accessed through <http://my.commnet.edu/>. There are two course shells associated with this class, one for lab and one for lecture. All online course information is in the lecture shell.

Lecture PowerPoints and other course materials will be posted on BB.

You will submit assignments through Connect. Connect can be accessed at <https://connect.mheducation.com/class/s-selke-spring-2017-mw> (Monday/Wednesday section)

OR

<https://connect.mheducation.com/class/s-selke-spring-2017-tr> (Tuesday/Thursday section)

**Required Lab Materials:**

disposable gloves (non-latex)

full length lab coat with long sleeves and cuffs (ex. Landau – style number 3178)

safety goggles

Please do not buy in advance as more information will be forthcoming in lab.

**Course Prerequisites:**

BIO 121 and CHE 111 or CHE 121, all courses passed with a “C” grade or better; or permission of the instructor. BIO 122 is recommended.

**Course Description:**

This course covers a comprehensive study of microorganisms. Topics covered will include the basic characteristics, morphology, physiology, growth, reproduction, and genetics of bacteria, as well as a brief taxonomical survey of the following microbial life forms Archaea, Eubacteria (including cyanobacteria, mycoplasmas, rickettsia and chlamydia), Fungi, Protists and Viruses. Emphasis will be on species that affect humans.

Laboratory activities will include various techniques of staining, culturing, and isolating bacteria. The morphology and metabolic processes of select microbial groups will be studied. Students will learn to apply various modern biological techniques that are used for controlling the growth of microbes, and to identify unknowns.

This course is four credits, and meets for three hours of lecture and three hours of lab each week.

### **General Course Objectives:**

To aid the student in developing an understanding of life processes of microorganisms

To aid the student in developing an understanding of the effect, both positive and adverse, that microorganisms have on our daily lives

To provide a useful body of knowledge for students studying all areas of biology, environmental science, food science, nutrition, nursing, dental hygiene & medical technology

### **Grading Overview:**

Your grade is based on the 1000-point scale. There will be a minimum of 1000 points assigned this semester.

3 Unit Tests = 300 points total

3 Quizzes = 100 points total

Final Exam = 200 points

Lab Practicals = 200 points total

Prelab Questions = 50 points

Reading Quizzes through Connect (includes pretest) = 100 pts

LearnSmart through Connect = 50

**No individual extra assignments will be given.**

- **Unit Tests, in-class Quizzes & Final Exam**

There are three unit tests worth 100 points each. A #2 pencil is required for each exam. This item will not be supplied in class.

The three quizzes will take about 20 minutes at the beginning of class. They are worth a total of 100 points.

The final exam is worth 200 points. **The final exam is cumulative and must be taken to pass this course.**

**None of these assignments will be dropped.**

- **Lab Practical Exams**

There are two lab practical exams worth 100 points each. The first Lab Practical will be given on Wednesday March 22<sup>nd</sup> at 1:30pm and Thursday March 23<sup>rd</sup> at 9:30am. The second Lab Practical will be given on Monday May 8<sup>th</sup> at 1:30pm and Tuesday May 9<sup>th</sup> at 9:30am Additional information about the lab practical exams will be given in lab.

- **Prelab Questions**

At the beginning of each new lab exercise, you will complete a short assignment worth 5 points. The exercise will be closed-book, and based on information you will have read in preparation for the lab. There will be 12 assignments, and two will be dropped for a total of 10 prelab assignments. 10 assignments @ 5 points each = 50 points

- **Connect**

There are two different types of assignments you will complete in Connect. **Both are required.**

1. Pre-lecture reading quizzes – before each chapter is covered in lecture, you will take a short quiz that covers the basics of the reading. These quizzes are open-book and time unlimited. You may begin a quiz, save it, and return to complete it later.

Your grade will be the percentage of questions you answer correctly. Your lowest two quizzes will be dropped. Your remaining quizzes will be averaged along with your grade on the Pretest, and your Reading Quiz/Pretest average will be worth 100 points.

- LearnSmart assignments are designed to give you feedback as you learn the material. The program will adapt to give you fewer questions on the topics you have mastered and more questions on the topics where you need more support (this is called formative assessment). LearnSmart assignments have an all or nothing grading system – if you answer enough questions correctly, you will earn full credit for the assignment. These assignments are designed to take approximately 40-45 minutes.  
If you complete a LearnSmart module, you will earn 5 points. There are 13 LearnSmart modules assigned. I will count 10 modules @ 5 points each for a total of 50 points.

### **Attendance Policy:**

Attendance at all class sessions is required. If a class is missed due to circumstances beyond your control, please be sure to notify your instructor and make the necessary arrangements **with a classmate** for obtaining the notes. **You will be responsible** for the material.

Electronic devices (cell phones, pagers etc.) will be put in “Silent Mode” or turned off while class is in session.

### **Make-up exams:**

Make-up exams may be granted on an individual basis following a conference with the instructor. It is up to the instructor’s discretion to determine if a make-up exam will be granted. All make-up tests must be completed within one week of the original exam date. Please be aware that the format of any makeup exam is at the discretion of the instructor. The format could be the same, oral, essay or other, depending on the circumstances. It will not be the same exam taken by the rest of the students in the class.

### **Make-up labs:**

There are no make-ups for lab activities that use live microorganisms.

There are no make-ups for the two Lab Practical exams.

There are no make-ups for Prelab Questions.

### **Final Grade:**

|                |                |
|----------------|----------------|
| 93.5-100.0 = A | 77.5-79.4 = C+ |
| 89.5-93.4 = A- | 73.5-77.4 = C  |
| 87.5-89.4 = B+ | 69.5-73.4 = C- |
| 83.5-87.4 = B  | 63.5-69.4 = D+ |
| 79.5-83.4 = B- | 59.5-63.4 = D  |
|                | 00.0-59.4 = F  |

### **College Withdrawal Policy:**

The last day to withdraw is **May 8<sup>th</sup>, 2017**. Students who do not withdraw but stop attending class **will receive** a grade of "F" for the final grade. **Verbal withdrawals cannot be accepted.**

**Accommodations for Disabilities:** In order to receive accommodations (assistance or modification of class procedure owing to any type of disability), you must register with a counselor in the Student Services Development Center.

| <b>College Disabilities Service Provider</b>              |  |
|---|--|
| Matt Liscum, Counselor<br>(860) 215-9265<br>Room A113     | <ul style="list-style-type: none"> <li>• Learning Disabilities</li> <li>• ADD/ADHD</li> <li>• Autism Spectrum</li> <li>• Mental Health Disabilities</li> </ul> |
| Elizabeth Willcox, Advisor<br>(860) 215-9289<br>Room A113 | <ul style="list-style-type: none"> <li>• Medical Disabilities</li> <li>• Mobility Disabilities</li> <li>• Sensory Disability</li> </ul>                        |

**Academic Misconduct:**

Academic dishonesty and plagiarism will not be tolerated. Plagiarism, cheating, or any form of academic dishonesty is **prohibited**. Plagiarism includes any instance of copying words or ideas from another person (ie. another student, author of a book, internet resource etc.) without properly acknowledging the source. Students guilty of academic dishonesty directly or indirectly will receive a **zero** for an exercise or exam and may receive an **F** for the course in addition to other possible disciplinary sanctions that maybe imposed through the regular institutional procedures.

**Blackboard Learn & your TRCC email address:**

Your Blackboard Learn courses are automatically connected to your college-provided email account. For more information about this email account, visit the college home page and click the "New student email" button. This email account is the only official electronic means that the college will communicate course and non-emergency information to you. Make sure that you check it weekly at a minimum. Another option is to set up to forward your email from the college address to your preferred address. **Important class information is frequently communicated through the Blackboard Learn announcements or email function, both of which go to your TRCC email address.**

**myCommNet Alert:**

myCommNet Alert is a system that sends text messages and emails to anyone signed up in the event of a campus emergency. Additionally, TRCC sends messages when the college is delayed or closed due to weather. All students are encouraged to sign up for myCommNet Alert. A tutorial is available on the Educational Technology and Distance Learning Students page of the web site.

[http://cdnapi.kaltura.com/index.php/extwidget/preview/partner\\_id/1053412/uiconf\\_id/11735071/entry\\_id/1\\_63tt1sjc/embed/dynamic](http://cdnapi.kaltura.com/index.php/extwidget/preview/partner_id/1053412/uiconf_id/11735071/entry_id/1_63tt1sjc/embed/dynamic)

**Digication:**

As a student you will maintain an online learning portfolio using a college-designed template in Digication. Through this electronic tool you will have the opportunity to monitor your own growth in college-wide learning. It may even help you determine a major that is best suited to you. You will be able to keep and maintain your learning portfolio after graduation. A Three Rivers General Education Assessment Team will select and review random works to improve the college experience for all. If your work is selected and reviewed for assessment purposes, it will remain anonymous and private. Digication

provides a “place” where you will connect your learning from the classroom, college, and life in general. Sometimes when you review all of the work you have done and think about it, you end up learning something different and perhaps unexpected. Please review your course outlines to determine what assignments to upload into the TRCC Digication template and please post your own choices, as well. Have fun in learning!

**Board of Regents for Higher Education and Connecticut State Colleges and Universities Policy Regarding Sexual Misconduct Reporting, Support Services and Processes Policy:**

**Statement of Policy for Public Act No. 14-11: An Act Concerning Sexual Assault, Stalking and Intimate Partner Violence on Campus:**

“The Board of Regents for Higher Education (BOR) in conjunction with the Connecticut State Colleges and Universities (CSCU) is committed to insuring that each member of every BOR governed college and university community has the opportunity to participate fully in the process of education free from acts of sexual misconduct, intimate partner violence and stalking. It is the intent of the BOR and each of its colleges or universities to provide safety, privacy and support to victims of sexual misconduct and intimate partner violence.”

**United States Department of Education and Office of Civil Rights Title IX Statement of Policy:**

Title IX of the Education Amendments of 1972 (Title IX) prohibits discrimination based on sex in education programs and activities in federally funded schools at all levels. If any part of a school district or college receives any Federal funds for any purpose, all of the operations of the district or college are covered by Title IX.

Title IX protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination, including discrimination based on gender identity or failure to conform to stereotypical notions of masculinity or femininity. All students (as well as other persons) at recipient institutions are protected by Title IX – regardless of their sex, sexual orientation, gender identity, part-or full-time status, disability, race, or national origin-in all aspects of a recipient’s educational programs and activities.

If any student experiences sexual misconduct or harassment, and/or racial or ethnic discrimination on Three Rivers Community College Campus, or fears for their safety from a threat while on campus, please contact Edward A. Derr, the Diversity Officer and Title IX Coordinator:

Edward A. Derr  
Title IX Coordinator and Diversity Officer  
Admissions Welcome Center \* Office A116  
574 New London Turnpike, Norwich CT 06360  
860.215.9255 \* [EDerr@trcc.commnet.edu](mailto:EDerr@trcc.commnet.edu)

**Policies described in this syllabus may change. Any policy change will be described in writing and distributed in class and electronically. Policy changes are not applied retroactively.**

### **Specific Course Objectives:**

After completion of this course, the student will be able to

1. develop critical thinking skills and learn to develop sound scientific conclusions by the analysis of scientific data.
2. demonstrate knowledge of the scientific method through examples.
3. understand the scope of microbiology as it relates to other fields of science.
4. list and explain the characteristics of life shared by all living organisms.
5. demonstrate an understanding of the general characteristics of various microbial life forms especially bacteria.
6. demonstrate knowledge of the characteristics used in the classification of microorganisms.
7. develop an understanding of microscopes, microscopy, and the microbial world.
8. explain in detail the differences between prokaryotic and eukaryotic cells.
9. identify the major morphological characteristic of bacteria cells.
10. name the various structures of a bacteria cell and describe their functions.
11. list and describe in detail the energy requirements, electron or hydrogen requirements, and carbon requirements for the growth and cultivation of bacteria.
12. describe in detail all of the nutrient requirements for the growth and cultivation of bacteria and discuss the different nutritional types of bacteria.
13. list and explain the physical conditions required for the growth and cultivation of bacteria.
14. understand and demonstrate the procedures for cultivating microorganisms and the problems associated with cultivation.
15. demonstrate knowledge of the various reproductive processes of bacterial cells, and explain in detail the phases of growth in bacterial cells.
16. list the different categories of culture media and describe the use of each type of media in the cultivation of bacteria.
17. describe and demonstrate several pure culture techniques.
18. demonstrate knowledge of the photosynthetic process including photophosphorylation, the Calvin-Benson cycle, and the chemiosmotic theory.
19. explain the differences in the photosynthetic process in algae, cyanobacteria, and bacteria.

20. demonstrate knowledge of chemical energy and the respiratory process in bacteria, including the Embden-Meyerhof, Pentose Phosphate, and the Entner-Doudoroff pathways of glucose catabolism, the Krebs's cycle and the electron transport system.
21. demonstrate knowledge of anaerobic metabolism in bacterial cells and describe various fermentation pathways used by different species of bacteria.
22. describe various forms of modification in the genetic make-up of bacterial cells.
23. demonstrate knowledge of the taxonomy of bacteria.
24. explain the characteristics and the taxonomy of fungi, algae, protozoans, and viruses.
25. define and/or explain in detail the terms of microbial control.
26. describe the processes involved in controlling the growth and activities of microorganisms by antimicrobial agents.
27. outline the action and limitations of chemical and physical agents used in the control of microbes.
28. list the major classes of chemical agents used to control microbes, give specific examples of the classes of chemicals, and describe the mode of action of specific chemical agents, as well the limitations of their use.
29. differentiate between synthetic drugs and antibiotics as chemotherapeutic agents used to treat infections. Name the biological source of specific antibiotics, the spectra of organisms that they affects, and the mode of action.
30. demonstrate knowledge of nosocomial infections and describe their sources.
31. list the most common nosocomial infections and the most frequently isolated organism(s) that cause(s) that infection
32. explain the types of patients that have the greatest risk for developing nosocomial infections and why they are at such high risk
33. describe infection control and prevention in the clinical environment.
34. demonstrate knowledge of the normal flora in various anatomical areas of the human body and describe host-microbe interactions.
35. discuss in detail Koch's postulates in relationship to diseases.
36. list the portals of entry of microbes into the human body and explain in detail how microbes breach the portals.
37. list and discuss the invasive methods of bacteria and other microbes.
38. explain how microbes produce diseases.

39. list and explain the stages of infection and illness.
40. demonstrate knowledge of diseases caused by microorganisms (bacteria, fungi, viruses, and protozoans) by portal of entry, and how these infectious agents damage the body.
41. discuss how infectious diseases of the human body are treated and/or prevented.
42. develop an understanding of the importance of soil, water, food, medical, and industrial microbiology.

**Specific Laboratory Objectives:**

After completion of this laboratory component of this course, the student will be able to

1. list and describe the proper use of all safety equipment and devices used in this microbiology lab, as well as follow all safety precautions while working in the microbiology laboratory.
2. list and describe the use of various types of microscopes as they relate to the study of microbiology.
3. name all of the parts of a bright field compound light microscope and describe the function of each part.
4. demonstrate proper technique for using the microscope in a microbiology laboratory.
5. demonstrate the ability to use the microscope as a vital instrument for gathering data by direct observation.
6. describe and identify various microbial life forms by studying the unique morphological differences via direct observation using a microscope.
7. demonstrate the ability to perform and correctly interpret the results of the following laboratory procedures: isolation techniques, transformation of *E. coli*, DNA restriction analysis, microbial metabolic tests, and microbial sensitivity tests.
8. name the major classes of staining procedures, give examples of specific stains within each class, and describe the purpose of each specific staining procedure.
9. demonstrate the ability to carry out various staining procedures and correctly interpret the results
10. demonstrate the ability to use learned laboratory skills and critical thinking skills to identify unknown bacterial samples.